

**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL MEETING**

The Westin Hotel
Grand Ballroom
5400 West Century Boulevard
Los Angeles, California 90045
November 15, 2000

PANEL MEMBERS

John Duncan
Chairman

Aram Hodess
Vice Chairman

Clifford Cummings
Member

Patricia A. Murphy
Member

Tom Rankin
Member

Laurel Shockley
Member

Dan F. Trammell
Member

Pat Williams
Member

Executive Staff

Victoria Bradshaw
Executive Director

Ada Carrillo
Acting Assistant Director, Administration

Peter G. DeMauro
General Counsel

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I. CALL TO ORDER

Chairman John Duncan called the public Panel meeting to order at 9:00 a.m.

II. ROLL CALL

Members Present

John Duncan, Chairman
Aram Hodess, Vice Chairman
Patricia Murphy
Laurel Shockley
Dan Trammell
Pat Williams

Members Absent

Clifford Cummings
Tom Rankin

Executive Staff Present

Victoria Bradshaw, Executive Director
Ada Carrillo, Acting Assistant Director
Peter DeMauro, General Counsel

III. APPROVAL OF AGENDA

Chairman Duncan announced the Update of ETP Development Activity scheduled for presentation in the afternoon was cancelled because the presenter had to leave due to a medical emergency. He announced the Executive Director's report would be presented immediately following the Approval of the Minutes in order to address "apprenticeship-type" training concerns prior to the presentation of the projects.

ACTION: Mr. Hodess moved and Mr. Trammell seconded the Panel approve the Agenda as revised.

Motion carried, 6 – 0.

IV. APPROVAL OF MINUTES

ACTION: Mr. Trammell moved and Ms. Murphy seconded the Panel approve the minutes of October 26, 2000, as written.

Motion carried, 6 – 0.

V. REPORT OF THE EXECUTIVE DIRECTOR

Ms. Bradshaw stated that due to the anticipation of approximately 50 projects coming before the Panel next month and the presentation of regulations for Panel approval, next month's Panel meeting will be scheduled to start at 3:00 p.m. on December 14 for presentation of regulations and policy issues, and to start at 8:00 a.m. on December 15 for the presentation of Amendments and Agreements.

Ms. Bradshaw reported that at two Panel meetings, the Panel members had raised the question of training that possibly duplicates apprenticeship-type training. Projects that contained those issues were postponed for further clarification. Ms. Bradshaw stated staff would be developing guidelines for the Panel to use in connection with the apprenticeship issue. A draft form of the guidelines will be shared with those Panel members who have particular background and interest in apprenticeship training. The draft guidelines will also be posted on the Website. Staff will bring the guidelines to the December Panel meeting for Panel action. The Panel would then use the guidelines and refine them for finalizing the development of a future policy.

VI. PUBLIC COMMENT

Gregg Jordan, Training Director, Fresno Electrical Joint Apprenticeship and Training Committee (JATC), addressed the apprenticeship issue of duplicating training. The training the JATC is proposing does not duplicate or replace in any way the apprenticeship program. This proposed training is targeted to "intermediate" internship and to those who do not qualify for apprenticeship training. Mr. Jordan stated if you review the topics that certain contracts propose and if an apprenticeship program is doing its job, it should be covering every aspect within the industry. If it is covering every aspect of the industry then there is not one topic that could be offered under an ETP contract that would not be considered duplicate. The Panel needs to look at how the curriculum was developed and the group the training is targeted for. Mr. Jordan stated if the Panel holds the topic-for-topic test, then there is not one employer who can offer any training to any of its employees that would not be duplicated by an apprenticeship program.

Carlos Lopez, Director of Industrial Relations, CET, requested the Panel to consider the target group for training. There are persons who do not qualify for the apprenticeship programs, i.e., no high school diploma, language barriers, etc. Mr. Lopez suggested there possibly be a memorandum of understanding or an agreement between the training agencies and the unions stating that they are working very closely with the local apprenticeship programs so as not to duplicate what is already available.

VII. CONSENT CALENDAR, FINAL AGREEMENTS, AND AMENDMENTS

There were no items for the Consent Calendar or Final Agreements.

Amendments

Computer Tutor

Mr. DeMauro announced the Amendment for Computer Tutor was withdrawn from consideration at this month's Panel meeting.

Breck & Young Advisors, Incorporated (SET)

Mr. Chan, manager of ETP's San Mateo field office presented an Amendment for Breck & Young Advisors, Incorporated. This Amendment will focus on 42 corporate employees who will receive training in continuous improvement and permit two Fresno facility employees to participate in training utilizing Video Conferencing technology. The Contractor's representative stated that they were unable to schedule classes, dates and times convenient for all entrepreneurs and their office administrative staff who were included in Jobs 1 and 3. The amount of the Agreement is reduced by \$51,036 because of the elimination of Jobs 1 and 3.

ACTION: Ms. Williams moved and Ms. Shockley seconded the Panel approve the Amendment as proposed.

Motion carried, 6 – 0.

CMA Consortia II (SET & Welfare to Work)

Mr. Chan presented an Amendment request for California Manufacturers Association (CMA). Company representatives stated that several CMA member companies had elected not to participate in the training project at this time. The training slots are being reallocated to reflect the training needs of the remaining participating employers. The total Agreement amount will be reduced by \$6,369.

ACTION: Ms. Shockley moved and Mr. Trammell seconded the Panel approve the proposed Amendment.

Motion carried, 6 – 0.

Baxter Healthcare Corporation, IV Systems Division Irvine Manufacturing Plant (SET)

Diana Torres, manager of ETP's San Diego field office, presented an Amendment for Baxter Healthcare Corporation, IV Systems Division, a manufacturer and marketer of intravenous products. The Contractor's representatives stated that the training plan was based on a specific number of trainees; however, natural attrition has resulted in 11 employees leaving the company. The Contractor conducted a reassessment of training needs and found it needed to reduce the number of trainees and revise the training for some trainees thus reducing the Agreement by \$17,781. The Contractor requests a waiver of the 200-hour limit on training hours. Two Job 5 trainees require an additional 48 hours of Continuous Improvement training which results in these two trainees being provided 240 training hours. These two trainees are a critical part of the company's implementation of the quality process, and will be training their subordinates.

ACTION: Ms. Murphy moved and Ms. Shockley seconded the Panel approve the proposed Amendment.

Motion carried, 6 – 0.

California Manufacturing Technology Center

Ron Tagami, manager of ETP's North Hollywood field office, presented an Amendment for the California Manufacturing Technology Center (CMTC) to add 840 retrainees and additional modules to the curriculum for an additional cost of \$895,880. The Contractor states that all training will be conducted at the employer's site.

Mr. Tagami introduced Cheryl Slobodian, Training and College Relations Program Manager. Ms. Bradshaw stated this contract is customized to the individual small manufacturer. The training is employer demand driven and is conducted at the employer's site.

ACTION: Ms. Shockley moved and Ms. Williams seconded the Panel approve the Amendment as proposed.

Motion carried, 6 - 0.

Entertainment Industry Development Corporation

Mr. Tagami presented an Amendment for the Entertainment Industry Development Corporation in the amount of \$930,000. The Contractor requested to add an additional 570 retrainees and new curricula for web design and development. This project is supported by the International Alliance of Theatrical Stage Employees, Moving Picture Technicians, Artists and Allied Crafts; the International Brotherhood of

Electrical Workers, Local Union 45; and the National Association of Broadcast Employees and Technicians Local 53.

Mr. Tagami introduced Kathleen Milnes, Senior Vice President.

ACTION: Ms. Williams moved and Ms. Murphy seconded the Panel approve the Amendment as proposed.

Motion carried, 6 – 0.

VIII. REVIEW AND ACTION ON AGREEMENTS AND PROPOSED AGREEMENTS

One-Step Agreements

California Human Development Corporation (SET)

Mr. Lundberg presented a One-Step Agreement for California Human Development Corporation (CHDC) in the amount of \$372,971 for training 63 new hires using SET funds supporting training for individuals with barriers to full-time, stable employment. This will be the eighth ETP project with the Contractor. The CHDC is a non-profit community-based organization that offers programs to help the disadvantaged and unemployed, which since its inception has placed over 5,000 individuals in stable jobs in local industries. The proposed training will be in welding, electronic assembly, truck driving, and shipping/receiving. The Contractor is requesting a waiver to the minimum wage for shipping and receiving training in Jobs 7 and 8 that includes trainees with multiple barriers to employment. Mr. Lundberg stated that staff is seeking verification on the welding training curriculum to ascertain there is no duplication to an already existing, approved apprenticeship program. Ms. Bradshaw suggested the project go forward with the exception of the welding portion and recommended the welding portion of the contract be held over until the December Panel meeting and put on the Consent Calendar.

Mr. Lundberg introduced Alicia Quintana, Director, and Consuelo Soto, Assistant Director. Chairman Duncan stated this is an example of a contractor that is trying to serve a population with barriers to full-time employment, yet the trainees are denied the needed training because it duplicates what is possibly included in an apprenticeship program even though these trainees cannot qualify for an apprenticeship program because of their multiple barriers. Ms. Murphy asked if the Contractor does a follow up on their trainees after placement. Ms. Quintana stated the Company does not have a formal follow-up but does have “word of mouth” tracking. Ms. Bradshaw stated that ETP could do tracking through the EDD wage base. Ms. Quintana explained the tracking and follow-up procedure CHDC performs.

ACTION: Ms. Williams moved and Ms. Murphy seconded the Panel approve the proposed One-Step Agreement with the exception of the welding portion

which will be put on the Consent Calendar on the December Panel Meeting Agenda.

Motion carried, 6 – 0.

Ms. Bradshaw requested the Panel consider addressing the apprenticeship issues in other proposed contracts being presented today at next month's Panel meeting when guidelines will be presented and place those apprenticeship-type portions on Consent and to also allow the CET contract to come back to the Panel on the Consent Calendar.

ACTION: Mr. Hodess moved and Ms. Shockley seconded to approve the portions of contracts being presented today and the CET contract, which do not include apprenticeship-type training and put the apprenticeship-type portions on Consent for the December Panel Meeting.

Motion carried, 6 – 0.

Calpine Corporation

Mr. Lundberg presented a One-Step Agreement for Calpine Corporation in the amount of \$1,090,000 to retrain 700 employees. Calpine is an independent power company engaged in the development, acquisition, ownership and operation of power generation facilities. The Contractor requests 400 hours of training in Job 4 in order to provide the necessary training to 100 people that will be operating three new plants. The Contractor stated ETP's assistance is needed to supplement the Company's training costs of approximately \$800,00. The Company will be paying approximately \$2,250,000 in wages during training and intends to invest another \$2,000,000 in training following the completion of the ETP contract.

Mr. Lundberg introduced John Cole, Training Manager, and Jack Pigott, Electrical Regulatory Director.

ACTION: Mr. Trammell moved and Ms. Shockley seconded the Panel approve the One-Step Agreement as proposed.

Motion carried, 6 – 0.

Community Business School

Mr. Lundberg announced the One-Step Agreement for Community Business School was withdrawn from consideration at this month's Panel meeting.

Direct Your Future, Inc. d.b.a. A Caring Hand (SET)

Mr. Lundberg presented a One-Step Agreement for Direct Your Future, Inc. d.b.a. A Caring Hand in the amount of \$146,400 for the retraining of 60 employees under the SET category for those with multiple barriers to full-time employment. A Caring Hand provides services that include, but are not limited to, in-home care and private care services to aging adults. According to Company representatives, due to an acceleration of older people in the population, there is an increased demand for home health aids. A Caring Hand is responding to this growing demand by providing aging adults with a higher quality of care with sufficiently trained home health care providers. According to the Employment Development Department, Labor Market Information Division report, Home Health Aides constitute the third largest growing occupation in the State and is potentially the first step in a career ladder. A Caring Hand has certified that the proposed training is supplemental and training and other training related expensed not covered by ETP funds will total approximately \$30,000. Additionally, \$66,000 in wages will be paid to trainees during training. The Contractor requests a waiver to the ETP minimum wage requirement for trainees who have multiple barriers to full-time, stable employment.

Mr. Lundberg introduced Kim Segarini, Director.

ACTION: Ms. Shockley moved and Ms. Williams seconded the Panel approve the proposed One-Step Agreement as proposed.

Motion carried, 6 – 0.

Fresno, Madera, Kings & Tulare Counties JATC (SET)

Mr. Lundberg announced the One-Step Agreement for Fresno, Madera, Kings & Tulare Counties JATC (SET) was withdrawn from consideration at this month's Panel meeting.

Fujitsu Network Communications, Incorporated

Mr. Lundberg presented a One-Step Agreement for Fujitsu Network Communications, Incorporated, in the amount of \$2,029,608 to retrain 2,569 employees. Fujitsu Network Communications, Inc., develops and manufactures fiber-optic transmission and broadband switching systems as well as network management software. According to Fujitsu officials, the Company is facing increased technological competition from the global marketplace, decreased availability of a technically qualified workforce, and a need to capitalize on the enhanced potential of individual employees through high performance. One principal goal of the training program is for the Company to achieve seamless management and an empowered labor environment. Fujitsu Network Communications estimates training and training-related costs not covered by ETP funds to be approximately \$23,000,000 and wages paid to trainees during training to be approximately \$7,027,816. Fujitsu Network Communications is requesting a waiver of

the restriction against the use of out-of-state subcontractors Partners for Growth and Organizational Design International as administrative subcontractors. Fujitsu has a long-standing relationship with both companies in the design and set up of the administrative processes in all the Fujitsu facilities throughout the United States.

Mr. Lundberg introduced Joseph Carlisle, Ph.D., Director, and Bonnie Bias, Application Support. Dr. Carlisle also introduced Thomas Duffy, Chief Operating Officer, and Joe Snayd, Sr. Vice President of Fujitsu; Rich Fierson, Senior Director of Organizational Design International; and Michael Roberts, Account Manager of Partners for Growth. Mr. Hodess complimented Fujitsu on their commitment to training and empowering their labor force. Chairman Duncan questioned the use of the out of state vendors. Dr. Carlisle explained the administration functions would be transitioned to in-house in approximately six months. These two vendors have been integral to the Company's entire nationwide effort. Mr. DeMauro explained that the Panel has a policy that promotes and encourages the Contractor to do their own administration. Fujitsu has certified in writing that the services of Partners for Growth and Organizational Design International are unique and invaluable to the Company's needs. At this point no other company or entity would be able to step in as an administrative subcontractor without significant dislocations, interruptions, and delays that would negatively impact Fujitsu in a competitive marketplace.

Chairman Duncan was concerned with the large number of Job numbers. Ms. Bradshaw suggested Fujitsu work with staff to reduce the number of job groups. She stated history has shown that the success rate with training projects decreases with the increased number of job groups.

ACTION: Ms. Williams moved and Ms. Shockley seconded the Panel approve the proposed One-Step Agreement waiving the use of the out of state vendors for only six months.

Motion carried, 6 – 0.

EM Solutions

Mr. Chan presented a One-Step Agreement for EM Solutions in the amount of \$607,200 to retrain 528 employees. EM Solutions (EMS) designs and manufactures custom metal enclosures to house high-technology assemblages such as electro-mechanical system integration and test units, and cable and wire harnesses. In order to maintain its status in the marketplace, EMS must continue in its quest to attain world-class manufacturing status by implementing "Just-in-Time" manufacturing processes in all aspects of its business.

Mr. Chan introduced Bill Burchard, Training Manager, Kathy Alexander, Human Resources Manager, and Dino Vittoria, World Class Manufacturing Coordinator.

ACTION: Mr. Trammell moved and Ms. Shockley seconded the Panel approve the Amendment as proposed.

Motion carried, 6 – 0.

Springboard (Welfare to Work)

Mr. Chan presented a One-Step Agreement for Springboard to train 60 welfare to work trainees. This project was a referral from the Employment Development Department. Springboard is a staffing agency in chronically underemployed pockets of the San Francisco Bay Area. To date, 86 percent of Springboard employees receiving post-placement support have been retained by companies for at least 90 days. Occupations to be trained and placed under this Agreement are computer operator, customer service representative, help desk operator, PC technical support specialist, and technical specialist – all good-paying jobs with career ladders. Springboard partners with several local organizations that provide a range of complementary support services for welfare – to-work participants, such as childcare, drug and alcohol rehabilitation, free clothing, transportation services, and other family support services.

Mr. Chan introduced Elliott Brown, President, and John Gurke, Director of Workforce Development. Ms. Bradshaw stated that Springboard is a staffing agency and not a temporary agency; the trainees are employees of Springboard.

ACTION: Ms. Williams moved and Ms. Murphy seconded the Panel approve the proposed One-Step Agreement.

Motion carried, 6 – 0.

BAE SYSTEMS Mission Solutions (SET)

Ms. Torres announced the One-Step Agreement for BAE SYSTEMS Mission Solutions (SET) was withdrawn from consideration at this month's Panel meeting.

Marriott Hotel Services, Incorporated d.b.a. Rancho Las Palmas Resort & Spa

Ms. Torres presented a One-Step Agreement for Marriott Hotel Services, Incorporated, d.b.a. Rancho Las Palmas Resort & Spa for a total program cost of \$556,920 under the training profile of an employer adapting to a high performance workplace. Marriott is proposing to retrain 426 employees in occupational groups in the areas of Continuous Improvement, Business, Commercial, Computer, and Management Skills. In the 24 months following the completion of the ETP funded training, Marriott will continue to provide training for a total projected expenditure of approximately \$250,000. Training expenses not covered under this proposal are approximately \$61,200 and wages to be paid to trainees during training are approximately \$556,920.

Ms. Torres introduced Susana Wolfe, Director of Human Resources, and Tom Kristy, President & CEO of VeriLogix. Chairman Duncan questioned the reason for the problems on other Marriott projects and if they had been resolved. Ms. Wolfe stated the other Marriotts are actually completely separate entities, under separate management, and she could not answer for those companies.

ACTION: Ms. Shockley moved and Mr. Trammell seconded the Panel approve the One-Step Agreement as proposed.

Motion carried, 6 – 0.

Community Partners for the Fashion Business Incubator (SET)

Mr. Tagami presented a One-Step Agreement for Community Partners for the Fashion Business Incubator (SET) in the amount of \$176,025. This project was brought to the Panel's attention through the marketing efforts of the Trade and Commerce Agency, and proposes to train 250 owners of small apparel manufacturing companies.

Mr. Tagami introduced Frances Harder, Executive Director, and Stephanie Turk, Advisory Board Member and Financial Advisor. Ms. Bradshaw stated, for the Panel's information, the Fashion Business Incubator has been a partner with Trade and Commerce and other entities related to the garment industry to keep the garment industry in California.

ACTION: Ms. Williams moved and Ms. Murphy seconded the Panel approve the One-Step Agreement as proposed.

Motion carried, 6 – 0.

El Camino Community College District

Mr. Tagami presented a One-Step Agreement for El Camino Community College District Center for Applied Competitive Technologies (CACT) in the amount of \$321,220 to train 500 employees from small and medium size companies. The customized training curriculum is designed to assist these companies in providing necessary training needed to enhance employee skills to assist the individual employees as well as each company to maintain a competitive edge. This is the second project for El Camino College. CACT staff makes on-site visits to businesses, discusses the training plan with managers and executives, and customizes the training to the needs of the employer. CACT staff and trainers work closely with the employer to identify training content, solve quality and production problems, and ensure training needs are met.

Mr. Tagami introduced William Yates, Director of CACT, and Deborah Imonti, CACT Training Coordinator.

ACTION: Ms. Williams moved and Ms. Shockley seconded the Panel approve the One-Step Agreement as proposed.

Motion carried, 6 – 0.

Glendale Community College Professional Development Center

Mr. Tagami presented a One-Step Agreement for Glendale Community College Professional Development Center to retrain 957 employees in the amount of \$1,283,452. This is the 26th Agreement between Glendale Community College (GCC) Professional Development Center and ETP. GCC is requesting funding to continue to offer programs at two centrally located training centers and on-site at participating employers' facilities. All Continuous Improvement training and most of the Computer Skills training is conducted at the participating employers' facilities. SOST is offered at each employer's facility as part of both on-site and center-based training because it is the best way to ensure trainees directly apply new skills to job tasks specific to their environments. Formal, written assessments conducted prior to the start of training which describe the specific training needs of participating employers and trainees will be on file and available for review by the ETP.

Mr. Tagami introduced Sharleen Wagner, Executive Director

ACTION: Ms. Williams moved and Ms. Shockley seconded the Panel approve the One-Step Agreement as proposed.

Motion carried, 6 – 0.

Kraft Foods

Mr. Tagami presented a One-Step Agreement for Kraft Foods in the amount of \$270,336 to retrain 264 employees in Continuous Improvement to help transform the Company to a high performance workplace. The Fresno plant produces Capri Sun fruit juice and Kool Aid products.

Mr. Tagami introduced John Munz, Area Human Resources Director, Barry Haberman, Plant Manager, and Charles Jones, Human Resources Manager. Chairman Duncan asked what the problems were with the past projects that resulted in terminations. Mr. Haberman stated there have been successful training programs in some of their facilities. The training programs were too aggressive for the Visalia and Modesto facilities in terms of scheduling too many hours of training while attempting to manufacture a product. He stated Kraft is much more conservative in approaching the training plan in this proposal.

ACTION: Mr. Trammell moved and Ms. Murphy seconded the Panel approve the One-Step Agreement as proposed.

Motion carried, 6 – 0.

North American Institute

Mr. Tagami presented a One-Step Agreement for North American Institute to train 30 new hire trainees to be employed as dispensing opticians. North American Institute officers a dispensing optician course to the public for \$5,400 that totals 480 hours at \$11.25 per hour. The Contractor has streamlined the course for ETP trainees to a total of 360 hours. ETP will reimburse North American Institute at the Contractor's published catalog rate of \$11.25 per hour.

Mr. Tagami introduced Loretta Knauss, Admission Director, and Grace Chon, Director of Education. Mr. Hodess was concerned with an expensive training program that included no contribution from the participating employers. He was also concerned about the percentage of the placement of trainees into larger companies. Mr. Tagami explained that with new hires it is not a requirement for potential participating employers to make an in-kind contribution. Ms. Knauss stated that the employers do pay for on-going education and the licensing of the trainees they hire.

ACTION: Ms. Shockley moved and Ms. Murphy seconded the Panel approve the One-Step Agreement as proposed.

Chairman Duncan called for a Roll-call Vote.

Motion failed to pass, 3 -yes, 1- no, 2 - abstentions (Mr. Hodess – no; Ms. Murphy – yes; Ms. Shockley – yes; Mr. Trammell – abstain; Ms. Williams – abstain; Chairman Duncan – yes).

Ms. Knauss asked if she could answer any of the issues the Panel might have. Ms. Bradshaw asked Ms. Knauss if North American Institute would consider changing the percentage placement into large companies from 70 percent to 50 percent. Ms. Knauss stated she did not foresee a problem with the change.

ACTION: Ms. Shockley moved the Panel approve the One-Step Agreement with the contingency that 50 percent of the placements occur with smaller independent private practices. Seconded by Mr. Trammell.

Roll-call vote: motion passed, 4 – 0 (Mr. Hodess – abstain, Ms. Murphy – yes, Ms. Shockley – yes, Mr. Trammell – yes, Ms. Williams – abstain, Chairman Duncan – yes).

Rio Hondo College

Mr. Tagami presented a One-Step Agreement for Rio Hondo College in the amount of \$212,410 to retrain 300 employees of which 245 will be from employers located in areas of high unemployment with a focus on the working poor. Training will be customized to the specific needs of the participating employers and all training will be

conducted at the employers' work sites. The Contractor requests the Panel waive the minimum wage requirement for the working poor trainees. The post-retention wage of each trainee who has completed training and the 90-day retention period will be at least 5 percent more than before and during training.

Mr. Tagami introduced Mike Brady, Director. Mr. Brady introduced Kathy Ruiz, Program Assistant from Rio Hondo College, and Ken Harmon, Trainer, from Sears Logistics Services.

ACTION: Ms. Shockley moved and Ms. Williams seconded the Panel approve the One-Step Agreement as proposed.

Motion carried, 6 – 0.

Sierra Systems Group, Incorporated (SET)

Mr. Tagami presented a One-Step Agreement for Sierra Systems Group, Incorporated, in the amount of \$64,000 utilizing SET funds stabilizing employment in fields where there is a demonstrated deficit of trained employees and clear career advancement opportunities. Sierra Systems Group provides software support and system's development services to major industries. Sierra Systems is faced with a deficit of trained employees in a highly competitive marketplace. Sierra Systems has developed a strategic plan that allows the Company to identify areas where technical and administrative staff need improvement. The proposed training in this Agreement will retrain 85 Sierra employees to develop and adjust to technological changes and ensure Sierra's ability to compete in the global marketplace. The Contractor has stated that in addition to funds from ETP, the Company expects to incur training costs and other training related expenses in the amount of approximately \$420,000. Sierra will pay additional vendor costs of approximately \$180,000 and provide an on-site training room. Wages to be paid to employees during training total approximately \$300,000.

Mr. Tagami introduced Joseph Siegel, Vice President, and Erika Robinson, Human Resource Coordinator.

ACTION: Mr. Trammell moved and Mr. Hodess seconded the Panel approve the One-Step Agreement as proposed.

Motion carried, 6 – 0.

TECSTAR Incorporated, Applied Solar Division

Mr. Tagami presented a One-Step Agreement for TECSTAR Incorporated, Applied Solar Division, in the amount of \$293,285 to retrain 272 employees in order to implement a high performance workplace. This project was brought to the attention of

the Panel through the efforts of the California Workers' Assistance Program. TECSTAR produces space solar cells and solar array subsystems.

Mr. Tagami introduced David Tanner, Vice President of Operations.

ACTION: Ms. Shockley moved and Ms. Williams seconded the Panel approve the One-Step Agreement as proposed.

Motion carried, 6 – 0.

Tatung Company of America

Mr. Tagami presented a One-Step Agreement for Tatung Company of America in the amount of \$289,600 to retrain 180 employees in Continuous Improvement. This is the second project for Tatung-America and builds on the training provided in the previous Agreement. This project has the support of the locals of the Union of Needle Trades Industrial and Textile Employees, AFL-CIO.

Mr. Tagami introduced William Kao, General Manager, and Michael Lai, Executive Vice President, of Tatung; and Elizabeth Duarte, Union Representative.

ACTION: Ms. Williams moved and Mr. Hodess seconded the Panel approve the One-Step Agreement as proposed.

Motion carried, 6 – 0.

Westech College

Mr. Tagami presented a One-Step Agreement for Westech College in the amount of \$973,000 to retrain 700 employees. The College provides computer aided design training. The Contractor states that approximately 40 percent of the hours in each training module will be hands-on practice in which trainees will apply skills to projects from their own workplace.

Mr. Tagami introduced Barry Maleki, Executive Director.

ACTION: Ms. Murphy moved and Ms. Shockley seconded the Panel approve the One-Step Agreement as proposed.

Motion carried, 6 – 0.

IX. PUBLIC COMMENT

There were no members of the public who wished to comment.

X. REPORTS OF PANEL MEMBERS

There were no reports from the Panel members.

XI. REPORT OF GENERAL COUNSEL

There was no report from the General Counsel.

XII. OLD BUSINESS

There was no Old Business.

XIII. ADJOURN

It was moved by Ms. Murphy and seconded by Mr. Hodess the Panel meeting be adjourned. There being no further business and no objection, the meeting was adjourned at 11:50 a.m.